

**MINUTES FOR THE BOARD OF EQUALIZATION
GENERAL MEETING
JANUARY 28, 2010**

Call to Order: 9:30 A.M. Meeting. Present: Ida Light, B.O.E. Member; John Schied, B.O.E. Chairman; Madeline A. Simmons, B.O.E. Secretary; George N. Slater, B.O.E. Member; and Patricia A. McSweeney, Reassessment Coordinator. Also present: Bill Weber, a citizen advocate; and Tristan Golas, an administrative assistant from the Office of Reassessment.

First Order of Business: Update by Ms. McSweeney. The ad has been placed in the paper stating the dates and times for the public hearings. BOE will allow phone hearings. If a citizen fails to attend their hearing, without providing notice or cause, their hearing is canceled and no action will be taken. Hearings may be held for individuals or groups with similar issues. No immediate decisions will be made, but will be discussed during organizational meetings. Notifications will be sent out in groups, approximately monthly.

Second Order of Business: If necessary, the BOE will take field trips—these are considered public meetings. The Board must either travel in a County vehicle, in which the public may join them, or they must travel with no more than two (2) members in a single, private vehicle.

Items that may come up:

- Review without a hearing – If citizen wants to do this, they will be informed this is their only hearing opportunity, and that it is to their advantage to participate, but BOE will not refuse the request.
- The BOE's parameters and requirements will be posted to the website.
- Anyone may go to court if in disagreement with our findings.
- Easements – tax payer needs to bring all information. Reassessment book has the true value versus the easement value. The Commissioners land book is the taxable value, which BOE can check at any time for changes.
- BOE can contact Mike Colavecchio (of Wampler & Eanes) for special problems (e.g. commercial property, vacant neighborhoods, customized commercial buildings, zoning changes etc.).
- Agent (representative of tax payer) needs written permission. BOE members will recuse themselves from hearings in which they are related to/close friends of the citizen involved. BOE needs three members for a quorum. Members not in attendance may listen to the recording, and then participate in decisions.
- Notification letters to the complainants will be done en mass, and coded according to the reassessment manual. At least three BOE members must sign off on all appeal forms.

Board Requirements: The Board members need to schedule training for GIS and Keystone software.

Meeting Minutes: Minutes from January 21st, 2010 meeting were read by all members. Spelling and typos remarked and approved pending corrections.

Motion is Made to Adjourn: Meeting adjourned at 11:15AM.

Submitted by: Madeline A. Simmons, Secretary